

**COMMONWEALTH OF VIRGINIA  
STATE CORPORATION COMMISSION  
BUREAU OF INSURANCE  
RICHMOND, VIRGINIA**

**ANNUAL FILING REQUIREMENTS FOR APPROVED SURPLUS LINES COMPANIES**

**FOREIGN SURPLUS LINES COMPANIES:**

The following items may be filed as early as March 1 but no later than June 30 each year for the company to maintain its status as an approved surplus lines carrier in the Commonwealth of Virginia. Early filing is appreciated.

**Annual Financial Statement  
Certificate of Compliance  
Exhibit of Virginia Premiums & Losses**

Failure to file the items shown above by June 30 may subject the Company to removal from the approved list of surplus lines carriers in Virginia. If removed for delinquent filings, the Company may not be eligible for placement on the approved list again until a quarterly statement or an annual statement for a subsequent period is provided.

**ALIEN SURPLUS LINES COMPANIES:**

The following items must be filed no later than August 31 each year for the company to maintain its status as an approved surplus lines carrier in the Commonwealth of Virginia:

**Audited/ Certified Annual Financial Statements  
Trust Account Statement  
Trust Agreement (If amended from initial filing with the Bureau)**

Failure to make required submissions to the Bureau of Insurance by the deadline will subject the Company to removal from the approved list of surplus lines carriers in Virginia. NO EXTENSIONS BEYOND THIS DEADLINE ARE AUTHORIZED UNDER VIRGINIA CODE SECTION 38.2-4811. If removed for delinquent filings, the Company would not be eligible for placement on the approved list again until an annual statement for a SUBSEQUENT YEAR is provided.

<b>Mailing Address:</b> State Corporation Commission Bureau of Insurance Financial Regulation Division P. O. Box 1157 Richmond, VA 23218	<b>Street Address for Courier Delivery:</b> State Corporation Commission Bureau of Insurance Financial Regulation Division 1 <sup>st</sup> Floor Mailroom 1300 East Main Street Richmond, VA 23219
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